



Additional Costs Allowance

13 MAR 2006

ACA2

Member's claim

About filling in this form

- For details of costs you can claim for, see *Green Book* section 3.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

JOHN PENROSE MP

Constituency

WESTON - SUPER - MARE

Claim details

You can only claim for

- costs you have actually paid
- additional expenses wholly, exclusively and necessarily incurred to enable you to stay overnight away from your only or main home for the purpose of performing your Parliamentary duties.

Please list

- all items costing £250 or more and include receipts – except for food, for which receipts are not required.

Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 01 / 02 / 2006 to 28 / 02 / 2006

Total cost of hotel stays

attach all receipts

£ 457 : 42 p

Mortgage payments

(interest only) or rent

£ 1,496 : 67 p

Food

~~£ : p~~

Utilities

~~£ : p~~

Council Tax/Rates

~~£ : p~~

Telephone and telecommunications

~~£ : p~~

Cleaning

~~£ : p~~

Service/maintenance

~~£ : p~~

Repairs/insurance/security

~~£ : p~~

Other

~~£ : p~~

▶ please specify

Other

~~£ : p~~

▶ please specify

Other

~~£ : p~~

▶ please specify

Total

£ 1,954 : 09 p

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

MP

Date

9/3/06

**Data protection**

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the Inland Revenue. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

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Send your completed  
form to

Validation Team, Operations Directorate,  
Department of Finance & Administration, House of Commons, London SW1A 0AA



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Please attach

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Period of claim

from 01 / 01 / 2006 to 31 / 01 / 2006

Total cost of hotel stays attach all receipts

£ 457 : 42 p

Mortgage payments (interest only) or rent

£ 1,496 : 67 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

please specify

Total

£1,954 : 09 p

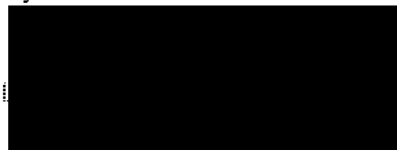
**Details of second home**

Address of  
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Date

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06 FEB 2006

Member's name

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Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 05 / 01 / 06 to 04 / 04 / 06

Total cost of hotel stays  
*attach all receipts*

£ : p

Mortgage payments  
*(interest only) or rent*

£ : p

Food

£ : p

Utilities

£ : p

Council Tax/Rates  
**GROUND RENT**

£ 37 : 50 p ✓

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 37 : 50 p

**Details of second**

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

MP

Date

3/2/06

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# INVOICE

TAX POINT: 27 JAN 2006 NUMBER [REDACTED]

VAT REGISTRATION [REDACTED]

TENANT NAME/PROPERTY ADDRESS IF DIFFERENT

Mr J D Penrose [REDACTED]  
[REDACTED]

TENANCY REFERENCE

FOR DIRECTIONS AS TO MAKING PAYMENT  
PLEASE SEE OVERLEAF

COLLECTABLE ITEMS	PERIOD		AMOUNT DUE	VAT
	FROM	TO		
Ground Rent VAT Amount Ground rent:5/1/06-4/4/06		27 JAN 2006	37.50 0.00	X
PLEASE IGNORE IF PAID WITHIN LAST 14 DAYS			37.50	



Additional Costs Allowance

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Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 01 / 01 / 06

to 31 / 01 / 06

Total cost of hotel stays

attach all receipts

£ : p

Mortgage payments

(interest only) ~~or rent~~

£ 1496 : 67 p  
457 : 42 p

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/  
security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Total

£ 1954 : 09 p

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

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Signature



MP

Date

3/2/06

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Additional Costs Allowance

ACA2

Member's claim

16 DEC 2005

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Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 01 / 12 / 05 to 31 / 12 / 05

Total cost of hotel stays attach all receipts

£ : p

Mortgage payments (interest only) or rent

£ 1954 : 09 p 1496.67 Plo see paperwork in file 457.42

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

please specify

Other

£ : p

please specify

Other

£ : p

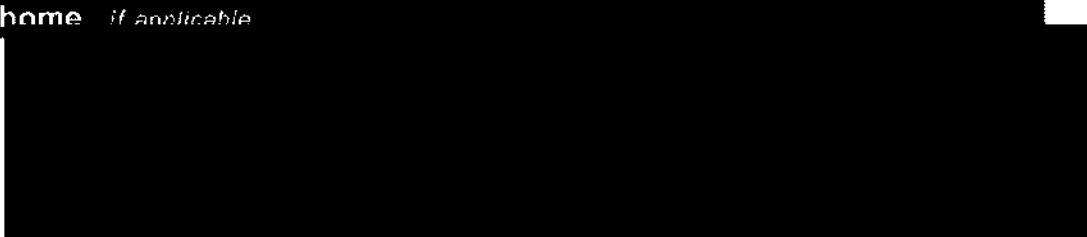
please specify

Total

£ 1954 : 09 p

**Details of second home** *if applicable*

Address of  
second home  
for Additional  
Costs Allowance

**Declaration**

I confirm that I incurred these costs wholly, exclusively and necessarily to enable me to stay overnight away from my only or main home for the purpose of performing my duties as a Member of Parliament.

Signature

MP

Date

8.12.05

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Additional Costs Allowance 13 DEC 2005

AGA2

Member's

16 DEC 2005

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Please list

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Please attach

- receipts or invoices for any hotel cost even if it is less than £250.

Period of claim

from 01/11/05 to 30/11/05

Total cost of hotel stays

£ : p

attach all receipts

Mortgage payments (interest only) or rent

£ 1,496 : 67 p ✓  
£ 457 : 42 p ✓ *pls see paperwork on file*

Food

£ : p

Utilities

£ : p

Council Tax/Rates

£ : p

Telephone and telecommunications

£ : p

Cleaning

£ : p

Service/maintenance

£ : p

Repairs/insurance/security

£ : p

Other

£ : p

▶ please specify

Other

£ : p

▶ please specify

Other

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▶ please specify

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continued on page 2

**Details of second**

- Address of second home  
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